

City of Chattanooga, TN
Personnel Class Specification

CLASS CODE 0774

FLSA: Non-Exempt

CLASSIFICATION TITLE: TRAFFIC ENGINEERING TECHNICIAN

PURPOSE OF CLASSIFICATION

The purpose of this classification is to perform technical work functions associated with traffic engineering data collection/analysis, traffic control plan design, intersection design/layout, and traffic problem investigation.

ESSENTIAL FUNCTIONS

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Conducts field and office research on traffic control problems; collects, summarizes, and analyzes traffic engineering data; presents oral and written reports of conclusions.

Compiles data and conducts studies involving parking, speed, volumes, and hazardous conditions, such as speed studies, origin destination studies, gap studies, delay studies, parking studies, school sidewalk studies, guardrail studies, skid-resistant pavement studies, accident rates, intersection turning movement counts, volume counts, axle classification counts, pedestrian counts, and signal warrant analysis.

Investigates traffic problems; investigates sites, researches accidents, reconstructs incidents, and analyzes data; recommends appropriate actions to correct hazardous or faulty conditions.

Draws collision diagrams for locations incurring a high rate of accidents.

Designs and lays out parking lots, street parking, passing zones, intersection channelization, and signalization, traffic signing/markings, one-way streets, and other related traffic control devices.

Develops/designs traffic control plans to guide motorists through detours and construction zones.

Coordinates street closing for special events such as parades, festivals, running/walking events, and block parties; coordinates meetings with sponsors, police, and traffic engineers about sites, routes, and conflicts; coordinates event

permitting; generates traffic control plans; notifies affected residents and businesses of closures; coordinates installation/placement of traffic signs.

Monitors city streets to identify irregular signage, pavement/markings in need of maintenance, or other situations requiring correction.

Prepares work orders; supervises implementation of work orders.

Represents the city at pre-construction meetings; attends other meetings as needed.

Performs various manual tasks associated with department activities, which may include placing/removing counters used to collect data, laying out pavement markings, and applying paint markings.

Operates a variety of machinery, equipment and tools associated with department activities, which may include a utility vehicle, counter, counter board, radar gun, speed display board, slopometer, level, measuring tape, paint gun, drafting instruments, and mechanic tools.

Utilizes safety equipment and monitors work environment to ensure safety of employees and other individuals.

Maintains records of studies and department activities.

Compiles data pertaining to departmental operations; performs research as needed; makes applicable calculations; analyzes data and identifies trends; prepares or generates reports; maintains records.

Prepares or completes various forms, reports, correspondence, studies, counts, work orders, graphs, diagrams, traffic control plans, traffic signal construction drawings, cost estimates, legal easements, or other documents.

Receives various forms, reports, correspondence, complaint forms, traffic problem reports, accident reports, plans, studies, permits, permit applications, maps, drawings, codes, manuals, or other documentation; reviews, completes, processes, forwards or retains as appropriate.

Operates a computer to enter, retrieve, review or modify data; verifies accuracy of entered data and makes corrections as appropriate; utilizes word processing, database, traffic control, computer-aided design, e-mail, or other software programs.

Communicates via telephone and/or two-way radio; provides information; takes and relays messages; responds to requests for service or assistance.

Responds to complaints and questions related to department operations; provides information, researches problems, and initiates problem resolution.

Communicates with supervisor, employees, other departments, community organizations, the public, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.

Maintains a comprehensive, current knowledge and awareness of applicable laws/regulations; maintains an awareness of new trends and advances in the profession; reads professional literature; attends workshops and training sessions as appropriate.

ADDITIONAL FUNCTIONS

Operates a motor vehicle to conduct work activities.

Performs general maintenance tasks necessary to keep vehicles, equipment and tools in operable condition, which may include inspecting equipment, repairing counters, recharging batteries, replacing fluids, greasing equipment, cleaning equipment, and cleaning work areas; monitors equipment operations to maintain efficiency and safety; reports faulty equipment.

Copies and distributes drawings, forms, reports, correspondence, and other related materials.

Initiates/receives facsimile transmission of documents.

Performs other related duties as required.

MINIMUM QUALIFICATIONS

Vocational/Technical degree with training emphasis in traffic engineering, civil engineering, electrical engineering, industrial engineering, or mechanical engineering; supplemented by 2 to 4 months previous experience and/or training involving traffic control, traffic engineering, or related engineering work; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess and maintain a valid Tennessee Driver's License.

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to review, classify, categorize, prioritize, and/or analyze data. Includes exercising discretion in determining data classification, and in referencing such analysis to established standards for the purpose of recognizing actual or probable interactive effects and relationships.

Human Interaction: Requires the ability to provide guidance, assistance, and/or interpretation to others regarding the application of procedures and standards to specific situations.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference, descriptive, and/or advisory data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; may include ability to perform mathematical operations with fractions; may include ability to compute discount, interest, profit and loss, ratio and proportion; may include ability to calculate surface areas, volumes, weights, and measures.

Functional Reasoning: Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving the evaluation of information against sensory, judgmental, or subjective criteria, as opposed to that which is clearly measurable or verifiable.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert very moderate physical effort in light work, typically involving some combination of stooping, kneeling, crouching and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, humidity, rain, fumes, temperature extremes, machinery, traffic hazards, or toxic agents.

Chattanooga, Tennessee, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.